

# Administrative Amendments

Administrative amendments must be consistent with the requirements in 23 CFR 450.

Following is the criteria for the administrative amendments:

- Changes in project description that do not change scope or conflict with environmental document.
- Minor changes to project cost, schedule and limits as shown below:

## Project cost:

- Maximum change in cost = 20% of the total project cost but not more than \$2 million.
- Shifting funds between project phases within triennial element.

## Project Schedule:

- Changes in schedule within the current FTIP triennial cycle are allowed. Moving a project from “beyond years or outside the current triennial element” to “current FTIP cycle” or vice versa requires a formal amendment.

## Project Limits:

- ½ mile for project length less than 5 miles.
- 10% of the length for project length greater than 5 miles, not to exceed a total of 2 miles beyond project limits.
- Consistent with limits in project environmental document.
- Changes in funding sources including federal funds.
- Fiscal year changes to projects within the triennial element.
- Moving funds within the current triennial element is allowed. Moving funds from outside the triennial element (“beyond years”) requires a formal amendment.
- No addition or deletion of projects.
- No changes to lump sum or line item amounts or descriptions.
- Does not affect air quality.
- Does not affect the timely implementation of the TCM's.
- Does not impact financial constraint.
- Caltrans will acknowledge receipt of administrative amendments and transmit copies to FHWA and FTA.
- Notification to Caltrans, FHWA and FTA is required before federal authorization for funding can be approved. Approval from Caltrans, FHWA, and FTA is not required.